

# NEIGHBORHOOD PLAN: WORK PLAN DISCUSSION

# MATERIALS

1. *B/BL/HL Neighborhood Plan Updates:  
NAC Roles and Guidelines*
2. *NPU Project Management Plan —*
  - Appendix 1: Roles/Activities during the NPU
  - Appendix 2: Specific Public Engagement Methods
3. *B/BL/HLNPU Timeline*

# PROJECT MANAGEMENT PLAN

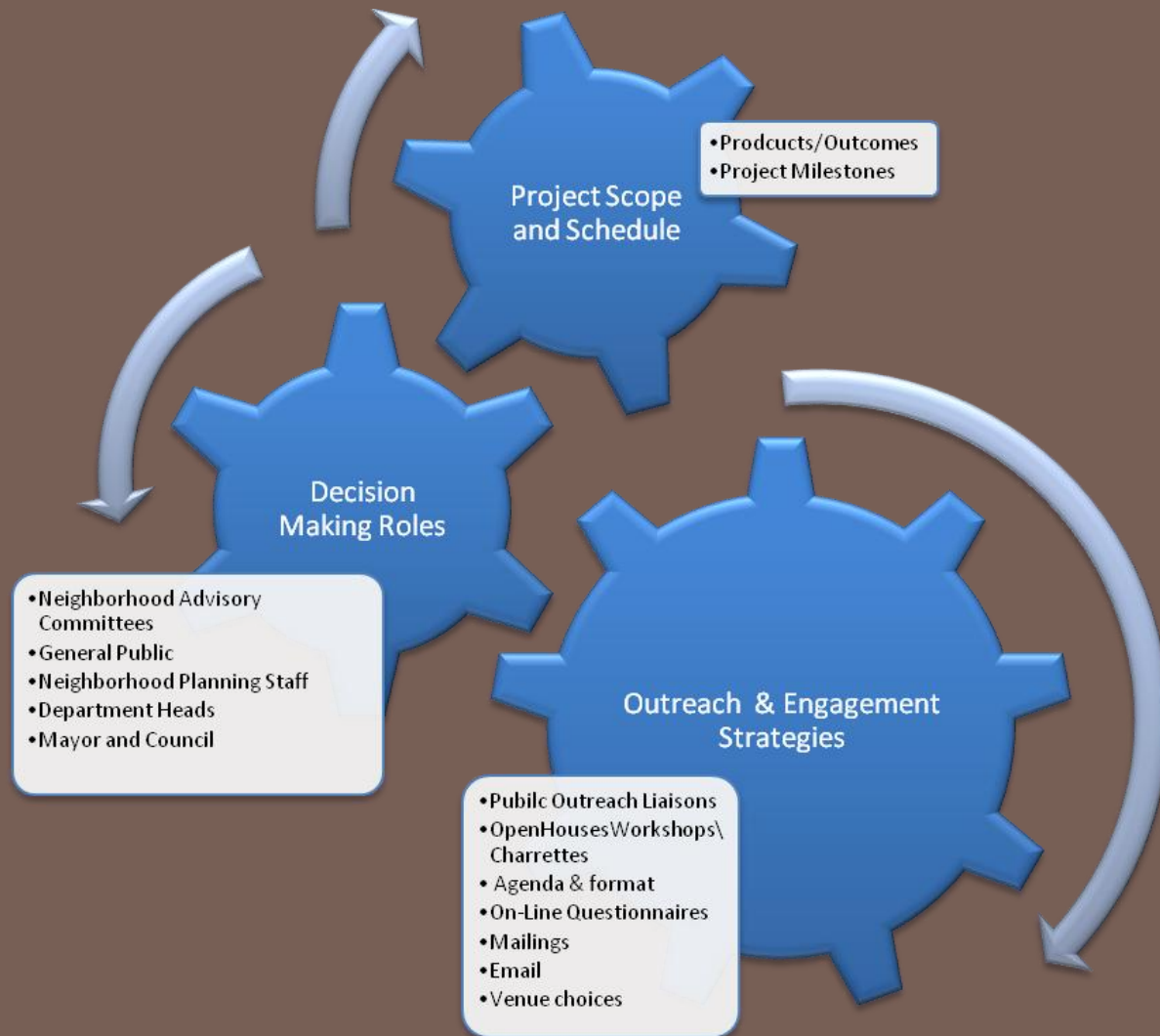
## **I. Project Overview**

**A. Project Description (what)**

**B. Timeline (when)**

**C. Neighborhood Planning Background (what/how)**

# PROJECT MANAGEMENT PLAN



# PROJECT MANAGEMENT PLAN

## II. Public Engagement Plan (Who/How)

### A. Overview

### B. *Public Involvement Objectives*

1. Council Direction on Public Outreach & Engagement
2. City Auditor's Recommendations

### C. *Affected Populations & Roles in Neighborhood Plan Updates*

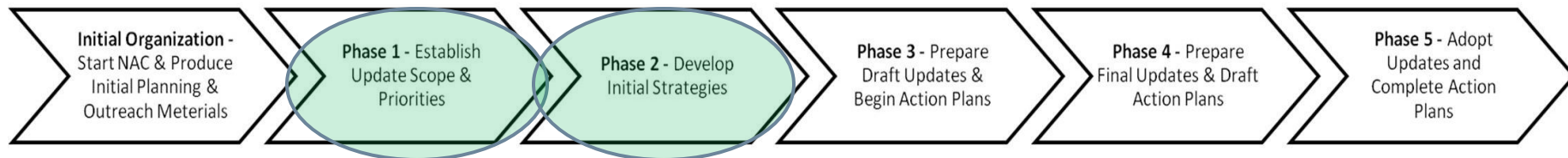
1. Community
2. City
3. Role of Community Input during each Phase of the Project
4. Legally Mandated Public Involvement
5. Relationship to other Ongoing Planning

### D. *Outreach and Engagement Methods*

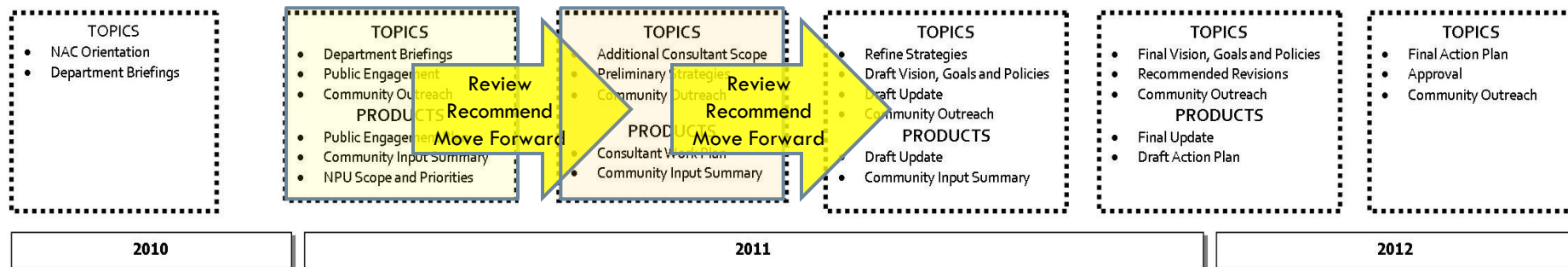
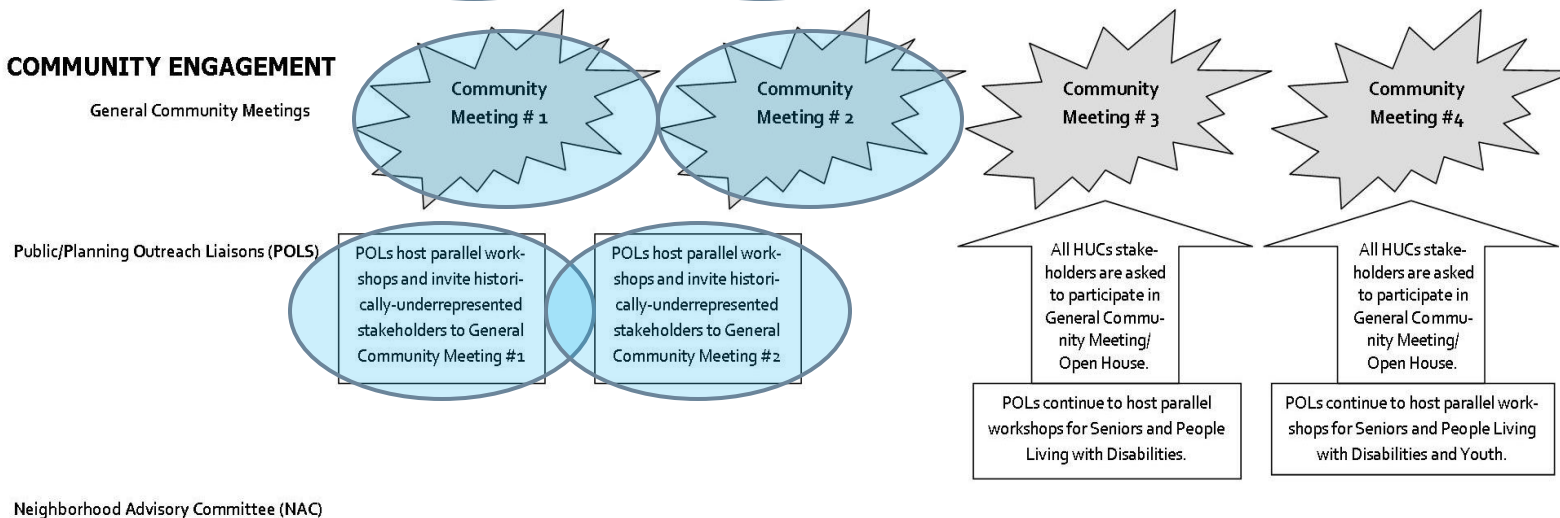
1. Outreach to Under-Represented Communities
2. Types of Public Outreach & Ongoing Information Sharing
3. Types of Public Engagement
4. Public Engagement Summary

# Rainier Beach Neighborhood Plan Update Timeline – DISCUSSION DRAFT December 29, 2010

## WORK PHASE



## COMMUNITY ENGAGEMENT

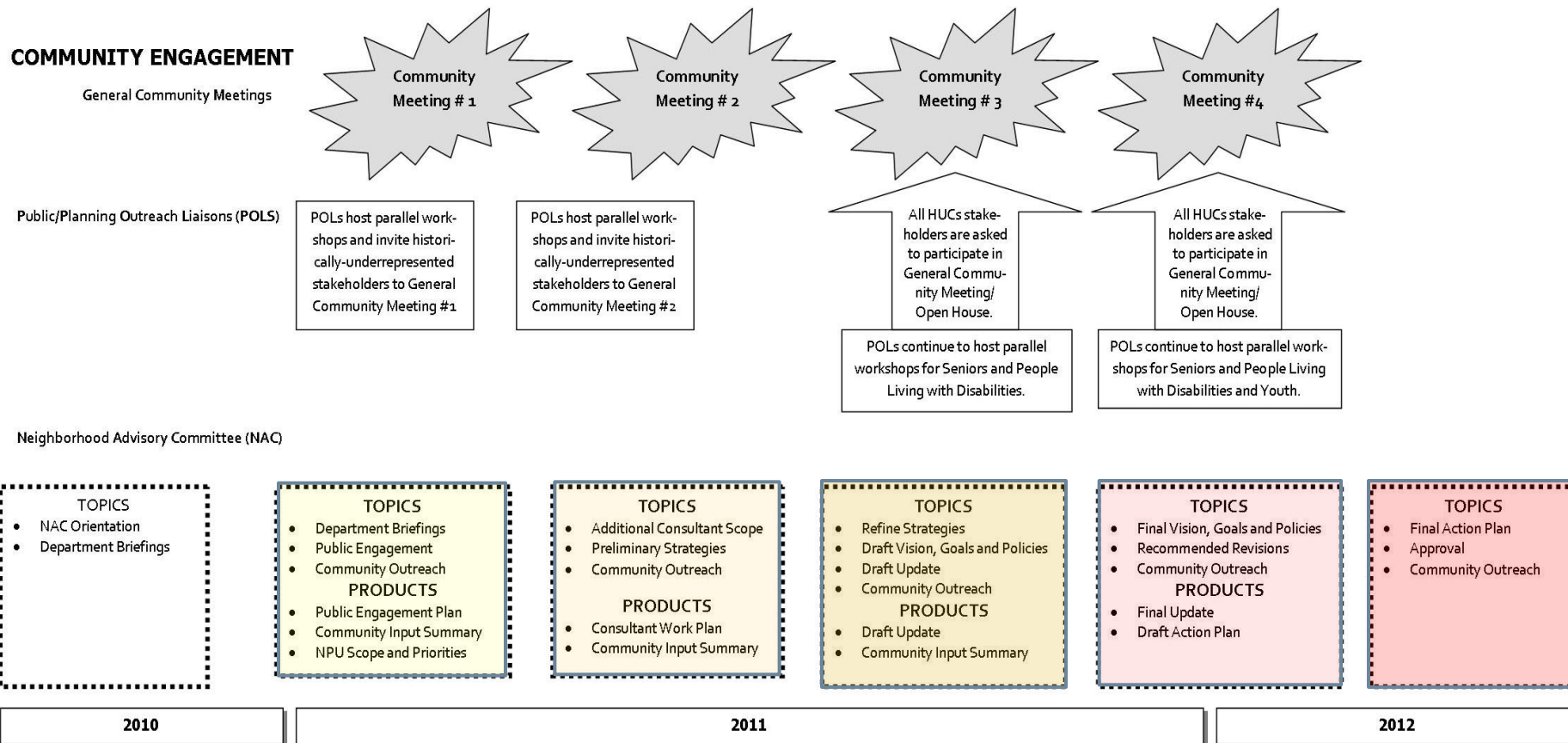


# Rainier Beach Neighborhood Plan Update Timeline – DISCUSSION DRAFT December 29, 2010

## WORK PHASE



## COMMUNITY ENGAGEMENT





For each phase of engagement we want to work with the NAC to define:

- Objectives
- Outcomes
- Outreach/Informing
- Reporting Back
- Format(s) & Venues
- Engagement Materials
- Tools
- On-line engagement

Each of these elements may be slightly different for the POLs

We need your input on the overall engagement plan, and specifically addressing the first phase of Establishing the Scope & Priorities

## Appendix 2. Specific Public Engagement Methods (DRAFT)

Tools & Logistics	Outreach to Underrepresented Communities	Phase 1 Establish Update Scope & Priorities January - March 2011
	Ongoing	
Objectives of Engagement at Each Phase	<ul style="list-style-type: none"> <li>• Build relationships</li> <li>• The Objectives at each phase are basically the same as with the general engagement.</li> </ul>	<ul style="list-style-type: none"> <li>• Share information on existing conditions &amp; changes since plan was completed</li> <li>• Define continuing and new issues</li> <li>• Prioritize issues to produce a scope for the update. Scope will direct staff and consultant work.</li> </ul>
Desired Outcomes	<ul style="list-style-type: none"> <li>• Inclusive process</li> <li>• Informed participants</li> <li>• Documentation of interests</li> </ul>	<ul style="list-style-type: none"> <li>• Documentation of issues and general priorities.</li> <li>• The City will work with the NAC to use the collected information to establish the issues and priorities for the updates.</li> </ul>
Outreach (Informing / Advertising)	<ul style="list-style-type: none"> <li>• Phone calls</li> <li>• Emails</li> <li>• Community Newspapers</li> <li>• Announcements at community meetings &amp; events</li> </ul>	<ul style="list-style-type: none"> <li>• Press Release</li> <li>• Newspaper announcements</li> <li>• Email and/or mailing to organization lists</li> <li>• Carrier Route Postcard with possible mail back questionnaire</li> </ul>
Reporting Back	<ul style="list-style-type: none"> <li>• Reporting back will primarily occur through the POLs</li> </ul>	<ul style="list-style-type: none"> <li>• Scope and priorities will be posted on web site, emailed to attendees with email and sent to those without.</li> </ul>
Engagement Format(s) And Venue	<ul style="list-style-type: none"> <li>• Format varies, but generally consistent with general public meetings format for the respective phase of engagement</li> <li>• Meet with groups at their own gathering space. Meetings with seniors and persons with disabilities will mostly be at facilities convenient to them.</li> <li>• POLs will also encourage attendance at general community meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Presentation of data and preliminary issues</li> <li>• Breakout tables to engage in issue identification</li> <li>• Dot exercise for priorities</li> <li>• Report back and summary</li> <li>• POLs will conduct workshop that includes an introduction to NPU and will cover the same format and questions at the general March meeting. POLs will invite people to and will serve as hosts and interpreters at March meeting.</li> <li>• Materials will be translated</li> </ul>
Public Engagement Materials Tools	<ul style="list-style-type: none"> <li>• Generally consistent across meetings</li> <li>• Maps &amp; Other Visuals</li> <li>• Multiple translations</li> <li>• Interpretation</li> </ul>	<p><u>Venues</u></p> <ul style="list-style-type: none"> <li>• TBD</li> </ul> <ul style="list-style-type: none"> <li>• PowerPoint for presentation portion</li> <li>• Large format maps (pdf for web posting)               <ul style="list-style-type: none"> <li>○ Existing Conditions Maps</li> <li>○ Healthy Living Assessment Maps</li> <li>○ Photos of Existing Conditions</li> </ul> </li> <li>• Comment forms</li> <li>• Flip Chart</li> </ul>
On-line Engagement	<ul style="list-style-type: none"> <li>• TBD</li> </ul>	<ul style="list-style-type: none"> <li>• Survey Monkey questionnaire to be developed and available for 1 +/- month</li> <li>• Materials will be posted on the web site</li> </ul>